



Heritage Center Advisory Board Meeting  
November 29, 2017

**AB Members Present:** Connie Gardner, Donna Gaydon, Ed Houston, Jenny Martin, Erich Mille, Rod Young

**AB Members Absent:** Judy Baxendale, Brenda Clausen, Pete Wright

**City Staff Present:** Tricia Cooke, Director  
April Callaway, Office Administrator Supervisor

**Guests Present:** Kathy Houston, Ellie Oaks-Green  
Heritage Senior Adults, Inc. Board of Trustees

**Call to Order:** Erich Mille called the meeting to order at 10:02 am and welcomed everyone.

**Minutes:** The October 25, 2017 minutes were approved on a motion by Rod Young and seconded by Ed Houston.

**Special Recognition:** None

**Citizen Comments:** None

**Board of Trustees:**

- A. Kathy Houston mentioned that her husband Ed went to Liberty Elementary on Nov/10 to a Veteran's Appreciation assembly. She was very impressed with the interest shown by students. Ed has since received two appreciation letters from students at Liberty Elementary.
- B. Ellie Oaks-Green is the volunteer over the Pen Pal program. She requested that board members consider if they have items on hand to donate to the Pen Pal Christmas party to give as prizes for bingo. The students are fifth graders. The prizes are needed by Dec/15 and the party is on Dec/18.

**Committee Reports:**

- A. Heritage Center Shirts  
The push won't be until the New Year but the board agreed to sell the shirts for \$25 which is a \$5 fundraiser profit on each shirt.
- B. Scholarship Program  
Erich Mille and Moose Johnson reviewed and approved the six applicants for 2018 scholarship money.
- C. Poinsettia Fundraiser  
Director Cooke and Connie Gardner went to J&J Nursery and picked up some sample poinsettias so the participants could see what was available. As of this morning, we have sold sixteen poinsettias. The board discussed who will man the table at the boutique where the poinsettias will be sold.



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**Unfinished Business:**

A. KidsEat! Fundraiser

The fundraiser needs to be pushed some more; perhaps remind the participants at lunch and before bingo.

**New Business:**

A. Flag Pole

Director Cooke met with Doug Hill and the managers of parks and recreation. There is a 20' flag pole that was taken down for the amphitheater remodel and will not be reinstalled there. Parks staff will donate it to the Center and they will install it by the front vestibule in late April. The board is looking into flag donation options.

B. Fire/Police Luncheon

The Fire/Police Luncheon is scheduled for February 6, 7, and 9. Ed Houston and Director Cooke will deliver the cookies to the police and fire departments the week prior.

**Board Comments:**

- A. Rod Young is working with Salt Lake Community College to have them volunteer at the Heritage Center. After the Center is approved as a volunteer location then we would send them a flyer regarding what we need help with and they would show it in their office and their volunteers would decide if they want to help. Rod will coordinate with Wayne on the volunteers.

**Director's Report:**

Director Cooke thanked the staff for the beautiful Christmas decorations around the Heritage Center. Murray Cemetery donated a snowblower to the Center. The west sidewalk was fixed by being raised because of safety concerns. The speaker system in the dining room will be replaced the week of December 6; the dining room will be closed for all events except lunch during that week.

The next regular board meeting will be held on **January 24, 2018 at 10:00 am**. There being no further business the meeting adjourned at 11:04 am on a motion by Connie Gardner and seconded by Jenny Martin. Minutes recorded by April Callaway.